

ALTERNATIVE SCHOOLS REPORTING GUIDELINES

I. Pupil Accounting

A. The following items should be handled using the area vocational-technical school model:

1. Pupil Attendance—reported back to home school (district or building)
2. Enrollment—reported back to home school (district or building)
3. Foundation Formula Funding—claimed by the home school district
4. Dropouts—claimed by the home school (district or building) A student who drops out of an alternative school must be reported as a dropout of the high school from which the student entered the alternative school.
5. Transfers—A student entering the alternative school from either a school within the district or from another district is not a transfer student. A student who leaves out of the alternative school to a school other than the one he/she was attending immediately prior to entering the alternative school will be counted as a transfer from the home school to the new school district of residence.

B. High School Credit, etc.

1. Credit—will be awarded by the home district or building.
2. Diploma—will be awarded by the home district or building
3. State Performance Assessment—may be administered by the alternative school to students in applicable grades, but due to assessment coding issues, the test forms and answer sheets will be provided by the home district or building. The student scores will be included with those of the home district or building in the reports back to the districts.

II. Building Codes

A separate building code is not necessary; however, if a code is given, the building administrator will still report the pupil accounting data back to the home school (district or building).

III. Teaching Certificates

A teacher may teach in an alternative school with any teaching certificate except Early Childhood, substitute teacher, or Vocational issued based upon vocational skills and experience.

IV. MSIP Resource Standards

Generally, the MSIP Resource Standards will not be applied in alternative schools.

If you have further questions, you may call (573) 751-4426.